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**DEPARTMENT OF MENTAL HEALTH AND SUBSTANCE****POLICY AND PROCEDURE MANUAL****Number: 10.01.102**

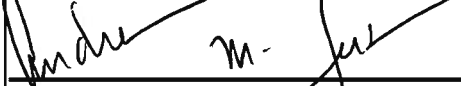
DMHSA Administration

Effective Date: 10/30/07

History: New

**SUBJECT:** DMHSA Policy and Procedure Master  
Number List

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**REFERENCE:** J.C., *et.al* vs. Camacho, *et.al* CIV01-  
00041 and R.A. vs. Camacho, *et.al*  
CIV04-00005 in USDC (Guam)  
Joint Commission Standard LD.3.60**APPROVED:**  
Title: Director, DMHSA**PURPOSE**

To provide an effective means to communicate new and revised policies and procedures.

**POLICY**

All official DMHSA policies and procedures shall be numbered according to the new numbering system as identified on Attachment C of policy and procedure number 10.01.101.

**PROCEDURE**

The Master Number List shall be maintained by the Quality Improvement Committee Chairperson.

DIVISION	UNIT	POLICY NAME	POLICY NUMBER
Directors' Office <b>10</b>	Administration <b>(01)</b>	DMHSA Policy and Procedures on Policies and Procedures	<b>10.01.101</b>
		DMHSA Policy and Procedure Master Number List	<b>10.01.102</b>
	Facility Operations <b>(02)</b>		
	Personnel <b>(03)</b>		
	Safety Office <b>(04)</b>		
	Financial Svc <b>(05)</b>		
	Regulatory <b>(06)</b>		
	RPD/MIS <b>(07)</b>		
Child-Adolescent Services	Administration <b>(01)</b>		

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Division <b>20</b>	(CAMP) (02)		
	I'Fam (03)		
Clinical Services Division <b>30</b>	Administration (01)		
	Community Support (02)		
	Day Treatment (03)		
	Drug & Alcohol (04)		
	Medical Records (05)		
	Prevention & PEACE (06)		
	Residential/Day Treatment (07)		
Nursing Services Division <b>40</b>	Administration (01)		
	Adult Inpatient(02)		
	Children's Inpatient (03)		
	Healing Hearts (04)		
	Medication Clinic (05)		
	SBRU (06)		
Professional Support Services <b>50</b>	Administration (01)		

**SUPERCEDES:** Content and Format Instruction ORG2-3 (11/1/90)

Date of Review:     //;     //     //;     //     //

Initials: [ \_\_\_\_\_ ] [ \_\_\_\_\_ ]